



# National Museum of Health and Medicine

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## Otis Historical Archives

### OHA 323 Surgeon General's Office Records

**Date of Records:** 1861-1970s

**Size:** 4 cubic feet, 7 boxes

**Finding Aid by:** Eric W. Boyle (2012)

**Access and Use:** The Otis Historical Archives is committed to providing open access to its collections as far as possible within the limits of privacy and confidentiality. Some of the records may contain restricted material. Access to this collection is at the discretion of the Otis Historical Archives and material contained within the records may be subject to review before access is granted.

**Background Note:** Surgeon General William Alexander Hammond proposed the creation of the Army Medical Museum when he issued his Circular No. 2 on May 21, 1862. Medical officers in the Army were directed to collect and forward to the Office of the Surgeon General "all specimens of morbid anatomy, surgical or medical, which may be regarded as valuable; together with projectiles and foreign bodies removed, and such other matters as may prove of interest in the study of military medicine or surgery." The Office of the Surgeon General assumed responsibilities for early Museum operation and summarized its accomplishments in annual reports. The Museum and Surgeon General's Office played a pivotal role in the growth of military medical knowledge during and after the Civil War.

**Series/Scope and Content Note:** The three series in this collection are divided by type of material. Series are organized chronologically, where possible.

#### **SERIES 001: ANNUAL REPORTS**

This series includes annual reports from the Surgeon General's Office, including (1863-1869, 1871-72, 1875, 1877-81, 1958, 1961, 1963-64, 1970-71).

#### **SERIES 002: CIRCULARS AND REPORTS**

This series includes circular letters, orders, reports, and lists of medical officers from the 1860s through the 1870s.

#### **SERIES 003: SCRAPBOOK MATERIAL**

This series includes several scrapbooks holding printed material from the post-Civil War period, such as blank forms and envelopes, regulations, circular letters, Army Medical Museum specimen



labels, and other ephemera. Specific items of note in each scrapbook have also been listed in the finding aid below.

- **SERIES 001: ANNUAL REPORTS .....** 2
- **SERIES 002: CIRCULARS AND REPORTS.....** 2
- **SERIES 003: SCRAPBOOK MATERIAL.....** 4

## BOX AND CONTENT LIST

### SERIES 001: ANNUAL REPORTS

#### Box 001:

- 00001: Annual Reports of the Surgeon General (1863-1866)
- 00002: Annual Reports of the Surgeon General (1867-1869)
- 00003: Annual Reports of the Surgeon General (1871-1872)
- 00004: Annual Reports of the Surgeon General (1875 & 1877)
- 00005: Annual Reports of the Surgeon General (1878-1879)
- 00006: Annual Reports of the Surgeon General (1880-1881)
- 00007: Annual Reports of the Surgeon General (1958 & 1961)
- 00008: Annual Reports of the Surgeon General (1963-1964)
- 00009: Annual Reports of the Surgeon General (1970-1971)

### SERIES 002: CIRCULARS AND REPORTS

#### Box 002:

- 00001: Surgeon General Circulars Orders (1861-1867)
- 00002: General Orders No. 25: Transportation Orders (6/5/61)
- 00003: Circular: Guidelines for Reports (11/28/63)
- 00004: General Orders No. 27: Warning to Commanding Officers (11/6/63)
- 00005: Circular Letter: Artificial Limbs (1/14/64)
- 00006: Special Orders No. 20: Camp Reorganization (1/16/64)
- 00007: Circular Letter: Register of Sick and Wounded/Surgical Operations (1/20/64)



00008: Circular Letter: Weekly Consolidated Sick Reports (1/20/64)

00009: Circular Letter: Compliance with Circular No. 3 (1/22/64)

00010: General Orders No. 23: Employment of Persons of African Descent in Hospitals (1/16/64)

00011: Circular Letter: Ice Supply (2/6/64)

00012: Circular Letter: Frequency of Discharges (2/11/64)

00013: Circular Letter: Wood's Practice of Medicine (2/12/64)

00014: Circular Letter: Clothing of Smallpox Patients (3/16/64)

00015: Circular Letter: Classified Return of Wounds and Injuries (3/23/64)

00016: Circular Letter: Pay and Allowance of Hospital Employees (6/15/64)

00017: Circular Letter: Pathological Surgical Specimens (6/24/64)

00018: Circular Letter: Pay of Female Nurses (8/27/64)

00019: Circular Orders No. 13: Female Nurses Discharged

00020: Circular Orders No. 15: Hospital Slush Funds (9/27/65)

00021: Circular Orders No. 11: Monthly Report of Sick and Wounded (11/4/67)

00022: Circular Call for Information (1868)

00023: SG Letter to Senator A.E. Burnside Re: Reorganization (7/13/78)

00024: Circular Orders No. 3: Materials Used in Lister's System of Wound Treatment (8/20/77)

00025: Circular of Information for Candidates Seeking Appointment

00026: Memorandum for the Information of Persons Desirous of Entering the Medical Corps of the US Army

00027: Circular No. 4: Plan of Post Hospitals (1867)

00028: Circular No. 6: Standard Supply Table

00029: Circular No. 8: Diet Table

00030: Report on Uniforms and Hygiene (1868)

00031: Petition of the American Medical Association in Behalf of Medical Corps (1874)

00032: List of Medical Officers With Their Stations (1866)

00033: List of Medical Officers With Their Stations (1872-1873)

00034: Quarterly Report of Medical Officers With Their Stations (1874-1875)

00035: Quarterly Report of Medical Officers With Their Stations (1876-1877)

00036: Quarterly Report of Medical Officers With Their Stations (1878-1879)



- 00037: Quarterly Report of Medical Officers With Their Stations (1880-1882)
- 00038: List of Medical Officers Arranged by Department (1862-1876)
- 00039: Official Documents Presented to Congress in Support of Bill to Increase the Efficiency of the Medical Department (1903)
- 00040: Index to SGO Circular Letters Published (1919)
- 00041: Circular Letter No. 181: Annual Report of Medical Department (1943)

### **SERIES 003: SCRAPBOOK MATERIAL**

#### **Box 003:**

- 00001: Scrapbook: Samples of Printed Forms and Reports (1871-1873)

In addition to official correspondence forms, daily reports, accounting and records forms, forms for contracts with private physicians, form letters, and calendars, contents include:

1. List of American Homeopathic Periodicals Wanted to Complete the Files of the Library of the Surgeon General's Office, US Army (1872)
2. List of Medical Journals Wanted to Complete Files in the Library of the Surgeon General's Office (1872)
3. Joint Resolution for Effective Quarantine on Southern and Gulf Coasts (1872)
4. Pay of Enlisted Men of the Army Under Act of May 15, 1872
5. Circular No. 1, War Department, Surgeon General's Office, Report on Hospital Accommodations (1872)
6. Table of Contents for Vol. V and VI of Surgical Photographs Book
7. Memorandum Relative to Artificial Limbs (1871, 1872, 1873)
8. Notice to Ruptured Soldiers
9. Supplemental List of American Medical Journals, Of Some of Which Specimens are in the Library (1872)
10. Correspondence Form For Request for Truss
11. Lists of Medical Officers (1872, 1873)
12. Circular Order No. 6—Use of Trains for Collection of Specimens (1872)
13. Transactions of Medical Societies in the United States (1872)
14. List of Announcements and Circulars of Medical Colleges in the U.S. (1872)



15. List of Contributors and Ex-Officers to whom the Medical and Surgical History of War will be Issued (1872)
16. Constitution of the Epiphany Church Home (1871)
17. Letter to the Congregation of the Church of the Epiphany (1873)
18. Memorandum for the Information of Persons Desirous of Entering the Medical Corps (1873)
19. Death Announcement for Surgeon and Brigadier General Madison Mills (1873)
20. Certificate of Disability for Discharge (1860s)

00002: Scrapbook: Samples of Printed Forms and Reports (1875)

In addition to official correspondence forms, daily reports, accounting and records forms, forms for contracts with private physicians, copies of letters accompanying donations and specimens, labels, and calendars, contents include:

1. Special Circular—Consolidated Tabular Statement of Gunshot Wounds
2. Circular No. 3—Register of Sick and Wounded and of Surgical Operations
3. Circular No. 1—Transportation and Requisition of Articles
4. Memorandum Relative to Artificial Limbs
5. Ladies/ Mount Vernon Association Letter Requesting Funds
6. List of Medical Journals, Transactions, and Reports Wanted to Complete Files in the Library (North America)
7. List of American Medical Journals Wanted to Complete Files in Library (1872)
8. List of Medical Journals, Transactions, and Reports Wanted to Complete Files in the Library (Germany and Switzerland)
9. List of Medical Journals, Transactions, and Reports Wanted to Complete Files in the Library (France)
10. Circular in Relation to Artificial Limbs
11. Circular No. 3—Register of Surgical Operations
12. Circular No. 8—Monthly Narrative Reports of Services Performed
13. List of Questions, Sanitary Conditions, Committee of the American Public Health Association
14. Memorandum for Information of Persons Desirous of Entering the Medical Corps of the US Army



15. Memorandum of Instructions to Go With Thermometers of the Pattern of 1875

**Box 004:**

00001: Scrapbook: Samples of Printed Forms and Reports (1876)

In addition to official correspondence forms, daily reports, accounting and records forms, form letters, specimen labels, and calendars, contents include:

1. Quarterly Report of Medical Officers (1876)
2. Circular Order No. 11—Monthly Report of Sick and Wounded

00002: Scrapbook: Samples of Printed Forms and Reports (1877)

In addition to official correspondence forms, daily reports, accounting and records forms, forms for contracts with private physicians, form letters, labels, and calendars, specimen and stereograms receipts, contents include:

1. Annual Report of the Surgeon General, US Army (1876)
2. Correspondence Regarding Artificial Limbs
3. Circular Order No. 2—Transportation of Museum Objects
4. Quarterly Report of Medical Officers (April, July, October 1877)
5. Photograph No. 358 Information Label
6. Photograph No. 201 Information Label
7. Photograph No. 346 Information Label
8. Photograph No. 342 Information Label
9. Photograph No. 351 Information Label
10. Photograph No. 343 Information Label
11. Photograph No. 355 Information Label
12. Photograph No. 344 Information Label
13. Photograph No. 347 Information Label
14. Photograph No. 350 Information Label
15. Photograph No. 323 Information Label
16. Photograph No. 337 Information Label
17. Photograph No. 352 Information Label
18. Photograph No. 356 Information Label



19. Photograph No. 329 Information Label
20. Photograph No. 339 Information Label
21. Photograph No. 151 Information Label
22. Photograph No. 353 Information Label
23. Photograph No. 72 Information Label
24. Photograph No. 354 Information Label
25. Photograph No. 145 Information Label
26. Memo for Medical Officers on Monthly Reports of Sick and Wounded (1877)
27. Medicines Available at Barnes Soldiers' Home
28. Regulations for Guidance of Patients and Employees of Barnes Soldiers' Home,  
Washington City

**Box 005:**

**00001: Scrapbook: Samples of Printed Forms and Reports (1878)**

In addition to official correspondence forms, daily reports, accounting and records forms, copies of letters accompanying donations and specimens, labels, and calendars, specimen receipts for Anatomical Section, contents include:

1. Quarterly Report of Medical Officers (Jan., April, Oct. 1878)
2. Memorandum for Information of Persons Desirous of Entering the Medical Corps of the US Army
3. Anatomical Photograph No. 4 Information for Lieutenant C.A.H. McCauley
4. Anatomical Photograph No. 2 Information for Cranium of Adult Male Mound-builder
5. Anatomical Photograph No. 1 Information for Cranium of Aged Male Kanaka
6. Anatomical Photograph No. 8 Information for Cranium of Flathead Chinook
7. Anatomical Photograph No. 9 Information for Cranium of a Nisqually Chief
8. Letter from SG's Office Re: Transfer to Pension Office of Hospital Records
9. Anatomical Photograph No. 12 Information for Prehistoric Cranium From the Illinois Drift
10. Notice For Board Examination of Candidates for Appointment in Medical Corps
11. Memo Requesting Records Relating to Confederate Operations During the War
12. Instructions for Mounting Green's Minimum and Maximum Thermometers



13. Photograph No. 241 Information Label
14. Table of Contents for Volume VII of Surgical Photographs
15. Circular No. 1—Weir's Antiseptic Spray Apparatus
16. Anatomical Photograph No. 31 Information for Imperfect Calvarium
17. Photograph No. 342 Information Label
18. Anatomical Photograph No. 27 Information for Cranium From the So-Called Aztec Ruins of Arizona

00002: Specimen Labels, Anatomical Section, ca. 1878 [1 of 3]  
00003: Specimen Labels, Anatomical Section, ca. 1878 [2 of 3]  
00004: Specimen Labels, Anatomical Section, ca. 1878 [3 of 3]  
00005: Specimen Labels, ca. 1878, Misc.  
00006: Specimen Labels, Amputations  
00007: Specimen Labels, Medicines  
00008: Specimen Labels, Instruments and Devices  
00009: Specimen Labels, Army Medical Museum Surgical Section  
00010: Surgical Photograph Labels, 1874  
00011: Specimen Labels, Stereograms

**Box 006 (Oversized):**

00001: Scrapbook Material, Loose, Misc. (ca. 1874)  
00002: Scrapbook Material, Surgical Photograph Labels (1874)  
00003: Scrapbook: SGO Forms, Etc. (1878)

In addition to official correspondence forms, daily reports, accounting and records forms, labels, calendars, and Army Medical Museum specimen labels, contents include:

1. List of Reports Wanted to Complete Files of the Surgeon General's Office
2. Medical Journals Wanted to Complete the Files of the Library
3. Annual Report of the Surgeon General, 1873
4. Clothing Allowance Chart
5. Rules for Watchmen
6. List of Indian Medical Journals Wanted
7. List of Spanish and Portuguese Medical Journals Wanted



**Box 007 (Oversized):**

**00001: Scrapbook: Samples of Printed Forms and Reports (1886)**

In addition to official correspondence forms, daily reports, accounting and records forms, form letters, labels, calendars, and Army Medical Museum specimen labels, contents include:

1. Quarterly Station-List of Officers of the Medical Department and Hospital Stewards (Jan., April 1886)
2. Register of Patients Instructions ( 1886)
3. Headquarters General Recruiting Service death announcement for General Madison Mills (1873)
4. List of Names and Corresponding Posts With Dates of Assignment/Appointment
5. Instructions for use of Self-Registering Maximum and Minimum Thermometers
6. Medical Purveying Depot Policies
7. Memoranda Relative to Bill for Relief of Assistant Surgeon Skinner for Oil Paintings of the Surgeons General
8. Memorandum Concerning the "Medical and Surgical History of the War of the Rebellion" (1886)